

27 February 1979

MEMORANDUM FOR: Assistant for Information, DDA

VIA: Chief, Information Systems Analysis Staff

FROM:   
Chief, Classification Review Group

SUBJECT: Release of Names of Current and Former CIA Employees

1. The attached CRG procedure attempts to balance the requirement to protect the names of Agency personnel who need protection for security reasons with the E.O. 12065 requirement to make as much information available to the public as possible.

2. Currently, according to Chief, IPS, there is no Agency policy on release of names of Agency employees. The DDA refers matters involving the release of names to the office component; NFAC checks with the individual whether a current or former employee; DDS&T has released a few names but has had fewer such cases than other Directorates; DDO does not as a matter of policy release names but there have been exceptions.

3. CRG is confronted daily with documents whose substance doesn't merit continued classification, but contain a name or names of former or current CIA employees. The classification decision for such documents must then rest on the sensitivity of the name or names of CIA personnel contained in the documents.

4. The question arises as to whether the Agency should protect the names of all personnel for reasons of security. Considering the fact that many employees have been officially acknowledged as CIA employees and that the vast majority separate from the Agency in overt status, retaining classification of all documents containing employee names does not seem a tenable position, particularly given the E.O. 12065 requirement to declassify as much information over 20 years old as possible.

5. The attached CRG procedure is a rational effort to differentiate personnel requiring continued protection of their CIA affiliation for security reasons from those who do not require such protection. The procedure is not easily carried out because there is no central point in the Agency for checking the status of former and current employees. The Central Cover Staff index records, except for the past few years, do not reflect the status of an employee upon separation and the individual

employee cover files have to be checked. Office of Personnel records can be checked regarding current employees. However, a determination must then be made whether current employees have been officially acknowledged, and there is no central index of such persons.

6. The question of release of names of Agency employees is being referred to you because there appears to be a policy void in this area. The CRG procedure is considered a rational approach possibly adaptable as Agency policy. Implementation does slow down the classification review effort because of the name tracing process required. The problem of release of names of Agency employees is yet another illustration of the basic incompatibility of an intelligence organization with recent legislation and executive requirements for release of information.



STATINTL

Attachment: a/s

27 February 1979

Classification Review Procedure

CRP 79-13

RESCINDS: Part II of RRP 78-2 of 30 January 1978

RELEASE OF NAMES OF AGENCY PERSONNEL

1. In Section 6 of the CIA Act of 1949, as amended, the Agency is exempted, for reasons of security of U.S. foreign intelligence activities, from the provisions of any law requiring the publication or disclosure of, inter alia, the names of its personnel. Executive Order 12065, however, requires that as much information as possible over 20 years old be declassified. If CRG withholds all documents containing names of employees, it will be withholding a substantial amount of material that might otherwise be releasable. Therefore, in cases where the substance of the document does not require continued protection, the following procedure will apply concerning the releasability of names of personnel.

2. The following categories of names are releasable:

- a. Names of directors, deputy directors, and other high-ranking officials or persons who have been officially confirmed as employees of the Agency.
- b. Names of overt employees who are no longer employed by the Agency.
- c. Names of former employees once under cover but designated as overt from EOD at the time their association with the Agency ended.

3. The following are not releasable:

- a. Names of persons still employed by the Agency--both overt and covert--other than high-ranking and officially acknowledged employees.
- b. Names of persons who separated from the Agency in covert status.
- c. Names of persons identified in documents as CIA employees whose records indicate "blocked" during the period in question, even though they may have separated in overt status.
- d. Documents or groups of documents that would provide a list of Agency employees.

4. For CRG review purposes, a list of employees (3.d above) is defined as more than three names. Although this is an arbitrarily chosen figure, it does permit the release of correspondence and intelligence studies that have the name of the releasing official, the name of the drafter, and perhaps the name of an addressee. This represents a significant volume of material that otherwise would have to be held solely because of the presence of names.

5. Documents with no classification marking or those improperly stamped which contain names of Agency employees covered in paragraph 3 above will be classified CONFIDENTIAL or higher (see CRP 79-7 for instructions).

(NOTE: The above procedure does not apply to mandatory and FOIA reviews.)



Chief,  
Classification Review Group

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